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MEMORANDUM FOR THE SECRETARY OF WAR

Subject: Washington Document Center

Enclosures: (A) Copy of Joint Letter on Subject to Director of Central Intelligence from Director of Intelligence, WDGS, and Chief of Naval Intelligence.
(B) Copy of Memorandum from Director of Intelligence WDGS, to Director of Central Intelligence

1. In pursuance of the proposal contained in the joint letter of the Director Intelligence, WDGS, and the Chief of Naval Intelligence that the Washington Document Center be transferred to the operational control of the Central Intelligence Group (encl. (A)), a complete study has been made of this facility. The Central Intelligence Group accepts in principle the proposal, but is unable formally to undertake operational control until assurances have been received that the personnel required to continue its operation can be transferred to the Central Intelligence Group from both the War and Navy Departments.

2. The following preliminary action has been taken:

a. The Central Intelligence Group has made necessary budgetary arrangements to retain the civilian personnel which otherwise would have been discharged during the month of October.

b. A minimum Table of Organization has been prepared, which is based on only the essential personnel necessary to carry on this work. This table discloses that 12 of the 29 officers and 20 of the 82 enlisted personnel now authorized the Washington Document Center by the War Department must be retained until 1 July 1947 to permit the uninterrupted operation of the Center. This is based on the plan that some 40 positions now held by military personnel will be filled by civilians; CIG can make the necessary arrangements for the civilian personnel.

c. The Director of Intelligence of the WDGS has informed this office that he can retain all military personnel at the Washington Document Center until 1 January 1947 and that thereafter he can retain all the officer personnel until February 1947 and five key officers indefinitely after 1 February.

3. From the above, it appears necessary that the War Department either:

a. Authorize the Director of Intelligence, WDGS, to retain 12 officers and 20 enlisted men on its rolls and available to the CIG until 1 July 1947.

Army, Navy and OSD review(s) completed.

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Secretary of War
Washington Document Center

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b. or, Increase until 1 July 1947 the military personnel allotment of CIG by 12 officers and 20 enlisted men from those now on duty at the Washington Document Center.

4. Your concurrence in the procedure outlined in either 3a or 3b is requested in order that reply may be made to General Chamberlin and Admiral Inglis that CIG will take over the WDC, and in order that the necessary administrative arrangements may be completed.

5. A similar letter is being sent to the Secretary of the Navy with regard to the naval personnel on duty at the Washington Document Center and upon reply thereto, you will be informed of his decision prior to the actual transfer of any personnel.

6. If you concur in this proposal, every effort will be continued during the period to reduce military and naval personnel of the Washington Document Center and to use the maximum number of civilian personnel by 1 July 1947.

HOYT S. VANDENBERG
Lieutenant General, USA
Director of Central Intelligence

Central Records (2)
✓ Return to ICAPS (2262)
Executive Registry
Secretariat

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10/30/46

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MEMORANDUM FOR THE SECRETARY OF THE NAVY

Subject: Washington Document Center

- Enclosures: (A) Copy of Joint Letter on Subject from Director of Military Intelligence and Chief of Naval Intelligence, dated 2 October 1946.
- (B) Copy of Letter on Subject from Chief of Naval Intelligence dated 11 October 1946

1. In pursuance of the proposal contained in the joint letter of the Director of Military Intelligence and the Chief of Naval Intelligence that the Washington Document Center be transferred to the operational control of the Central Intelligence Group (Enclosure (A)), and in conformance with the recommendations contained in paragraph 3 of Enclosure (B) it is requested that the present Navy complement of the Central Intelligence Group be increased until 1 July 1947 by the total number of the officer and enlisted personnel itemized in paragraph 2 b, c and d of Enclosure (B), and that they be transferred to the CIG as of 1 December 1946. These are the personnel which are required from the Navy Department for the continuance of the effective operation of the Center.

2. It has been determined that the majority of the officer personnel contained in paragraph 2a of Enclosure (B) who are to be released from active duty have agreed to continue their services under the Central Intelligence Group in a civilian status, which will not require an increase in the Navy complement. Likewise, it is understood that the contracts of the Civil Service personnel enumerated in paragraph 2c of Enclosure (B) will expire prior to the transfer and that their services can therefore be continued through employment by the Central Intelligence Group without an increase in the Navy's Civil Service complement in the Central Intelligence Group.

3. The Director of the Central Intelligence Group accepts in principle the proposal for the transfer of the Washington Document Center in order to perform for the benefit of all the intelligence agencies the processing dissemination and housing of all captured Japanese documents in compliance with N.I.A. Directive No. 5 which states in paragraph 2, "the Director of Central Intelligence may centralize such research and analysis activities as may, in his opinion and that of the appropriate member or members of the Intelligence Advisory Board, be more efficiently or effectively accomplished centrally". However, in order that this Center may be efficiently and effectively administered, it is necessary that assurances be received that the personnel required from both the War and Navy Departments to continue its operation will be transferred to the CIG, and that personnel allowances will be increased to permit the transfers.

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Secretary of the Navy
Washington Document Center

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4. Accordingly a separate similar memorandum is being forwarded to the Secretary of War requesting the required War Department personnel. If favorable replies are received from both Departments the formal acceptance of the proposal for the centralization in CIG of the Washington Document Center will be issued.

5. In order to obviate the possibility whereby personnel may be made available from one Department but not the other, thus making formal acceptance of the Center impracticable, it is requested that the Navy Department's decision in this matter be forwarded prior to action being initiated to create the vacancies and transfer the personnel. If this decision is favorable, implementation may then be effected upon notification from the CIG that a favorable reply was received from the War Department.

HOYT S. VANDENBERG
Lieutenant General, USA
Director of Central Intelligence

cc: Chief of Naval Intelligence

Central Records (2)
Executive Registry
Secretariat

Return to ICAPS ☐

cc: ☐

EW:bhr

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NAVY DEPARTMENT
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
WASHINGTON 25 D.C.

Serial 05954P32

(Received 2 Oct. 1946)

From: Director of Intelligence, W.D.G.S. and
Chief of Naval Intelligence

To: Director of Central Intelligence.

Subject: Washington Document Center, Transfer of

Enclosure: (A) Study Entitled "Establishment of a Central
Repository and the Means for Exploitation
and Dissemination of all Captured Japanese
Documents under one Central Government Agency."

A copy of Enclosure (A) is forwarded herewith with the request that the Director of Central Intelligence, in accordance with paragraph 3.c. of the President's letter of 22 January 1946, perform for the benefit of all the intelligence agencies the processing, dissemination and housing of all captured Japanese documents and that he furnish a final repository for same.

/s/
Stephen J. Chamberlin,
Major General,
Director of Intelligence, W.D.G.S.

/s/
Thos. B. Inglis,
Rear Admiral, USN,
Chief of Naval Intelligence.

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Enclosure (A)

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ESTABLISHMENT OF A CENTRAL REPOSITORY AND THE MEANS FOR
EXPLOITATION AND DISSEMINATION OF ALL CAPTURED JAPANESE
DOCUMENTS UNDER ONE CENTRAL GOVERNMENT AGENCY

THE PROBLEM

1. To provide a central repository and the means for exploitation for all captured Japanese documents held by government agencies under one central government agency.

FACTS BEARING ON THE PROBLEM

2. The Washington Document Center (WDC) was established on 14 February 1945 under the Director of Naval Intelligence as a central agency for the handling of captured Japanese documents with close working liaison with PacMirs. On 9 April 1946, PacMirs transferred their personnel to W.D.C.

3. Documents:

(a) The Washington Document Center (Advanced) in Tokyo collected approximately 500 tons of documents. The major portion of these or approximately 700,000 documents have been received in W.D.C., Washington, D.C. This collection is perhaps the most complete source of information on the entire Far East in the world today and contains information of value to our many government agencies and industry.

The major Japanese sources contributing to this collection are:

1. Cabinet Secretariat
2. Cabinet Personnel Bureau
3. Cabinet Information Bureau
4. Cabinet Statistics Bureau
5. Cabinet Printing Bureau
6. Patent Bureau
7. Privy Council
8. Diet Secretariats
9. Foreign Ministry (and East Asia Ministry)
10. Home Ministry
11. Munitions Ministry
12. Finance Ministry
13. Transport Ministry
14. Commerce and Industry Ministry
15. Agriculture and Forestry Ministry
16. Education Ministry
17. Central Meteorological Observatory
18. Welfare Ministry
19. Justice Ministry
20. Metropolitan Police Board
21. Military Police Headquarters
22. No. 1 Demobilization Ministry (Army Ministry)
23. No. 2 Demobilization Ministry (Navy Ministry)
24. South Manchuria Research Institute
25. East Asia Research Institute

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South Manchurian Railway Library and the East Asia Research Institute Collection deserves special mention. The former was one of the major weapons in Japan's expansionist program and a vital force in her domination of Manchuria and North China. The library contained about 100,000 volumes and some 500 periodical files; these are, in the main, standard reference works on all parts of East Asia. The East Asia Research Institute was an organization set up by the Japanese Government to carry out research and act in an advisory capacity on all kinds of Asiatic problems. They prepared studies and compilations on natural resources, population distribution, agricultural processes and similar subjects. A large staff of experts in Asiatic languages, anthropology, geology, etc. was employed in the institute and they accumulated a copious library, similar in contents to that of the SMR, but of a more technical nature. Both SMR and EARI were intelligence agencies which furnished Imperial Japanese ORG and other Imperial agencies with economic, political, sociological, topographic and who's who intelligence on strategic areas in the Far East. Both of these collections were impounded in total.

The Mitsubishi Research Library contains 50,000 volumes and is one of the best libraries known on Asiatic economics, trade, finance, and industry and eventually will be sent to WDC.

(b) In addition to the foregoing captured Japanese documents, W.D.C. maintains files of intelligence documents (in English) on the Far East, including translations, evacuated to the United States from such field intelligence agencies as WDC (advanced ATIS, JICPOA, CINCPAC-CINCPMA, SMATIC, NAVTECHJAP, USSBS and OSS.

(c) A Statistical Summary for period 5 March 1945 to 9 September 1945 is contained in Enclosure (A).

4. A list of agencies from whom requests for documents have been received, is contained in Enclosure (B). There are 1763 requests now pending.

5. Personnel: A total of 212 officers, enlisted and civilian personnel from U.S. Army, U.S. Navy, British and Canadian sources are presently employed in the Washington Document Center as shown in Enclosure (c).

6. Location and Space: The Washington Document Center occupies the 4th, 5th and 6th floors of the Stuart Building, located at 5th and K streets, N.W. These three floors comprise an area of 58,326 square feet. The Library occupies ap-

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proximately 9,000 square feet. When all documents have been removed from containers and placed on shelves, it is estimated that the library needs will amount to 17,000 square feet. The remainder of the space is required for personnel and the facilities needed in the processing and publishing of documents.

DISCUSSION

6. Due to limitations of funds and personnel, it has been jointly proposed that:

(a) The Intelligence Division, War Department will continue participation with Office of Naval Intelligence at the Washington Document Center with present strength until on or about 1 October 1946.

(b) From 1 October 1946 until 1 December 1946 the Intelligence Division, War Department will participate in the exploitation of Japanese documents at Washington Document Center at a reduced strength utilizing only officer and enlisted personnel.

(c) As of 1 December 1946 Office of Naval Intelligence will assume responsibility for the custody and maintenance of the Japanese documents held by the Washington Document Center. Intelligence Division participation will be limited to that of a small liaison section whose function will be to serve the requirements of the Intelligence Division for Japanese Documents.

7. Employment of U.S. Navy personnel will be seriously reduced as the present allowance is set up as an interim project until 1 December 1946. Only such personnel as can be provided from other approved allowances can be made available after that date. At the most, this can only be expected to provide library services until 1 July 1947 at which time other or final disposition must be made of these documents.

8. The space now assigned the Washington Document Center in the Stuart Building would normally come up for review on 1 January 1947. However, pressure is now being exerted to contract as much as possible current space requirements and in particular the Washington Document Center.

9. The importance of the full and timely exploitation of these documents can not be overemphasized. The Publications Board has expressed a special interest in 75,000 technical volumes of which number approximately 50,000 are patents. With the personnel currently available, it is anticipated that little beyond the complete cataloging and filing can be accomplished by 1 December 1946.

10. At present there exists no organization charged with controlling, coordinating,

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ating, processing and exploiting captured enemy documents dispersed among government agencies, nor is there a central repository or reference library for captured documents. The need for centralized control of captured documents is necessary in order to eliminate duplication of effort by government agencies and provide an efficient means of exploiting enemy documents. By 1 December 1946 it is anticipated that the collection of captured Japanese documents held by the Washington Document Center will be in such condition as to permit a turnover of these documents to any centralized authority which may be established.

11. Paragraph 3.c of the President's letter of 22 January 1946 authorized the Director of Central Intelligence to perform for the benefit of said intelligence agencies such services of common concern as the National Intelligence Authority determines can be more efficiently accomplished centrally.

CONCLUSIONS

12. That the Washington Document Center contains the most complete and valuable collection of Japanese documents on the Far East available in one library in the world today.

13. That the exploitation of these documents faces serious curtailment due to present lack of funds and the consequent loss of the best qualified group of personnel assembled for such a project.

14. That as of 9 September 1946, 225,000 of these Japanese documents remained unprocessed.

15. That other than the Washington Document Center there is no government agency charged with the exploitation and dissemination of captured Japanese documents and this Center will cease to exist except as a library after 1 December 1946.

16. That the operation of the Washington Document Center is such a service of common concern as was authorized by the President in his letter of 22 January 1946 to be performed by the Director of Central Intelligence for the benefit of all the intelligence agencies.

RECOMMENDATIONS

17. That the Director of Central Intelligence perform for the benefit of all the intelligence agencies the services of common concern being performed

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by the Washington Document Center in connection with the processing, dissemination and housing of these documents and that it provide the final repository for same.

18. That the Washington Document Center be transferred to the Central Intelligence Group as early as possible and prior to 1 December 1945.

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NAVY DEPARTMENT
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
WASHINGTON 25, D.C.

WASHINGTON DOCUMENT CENTER

Statistical Summary - 5 March 1945 to 9 September 1946

A. Documents

1. Documents processed	364,479
a. Catalogued	134,300
b. Burned	15,741
c. Library of Congress	13,320
d. Inter-Departmental Committee	1,717
e. Germany documents on Far East	3,000
f. Uncatalogued	195,401
2. Documents unprocessed (approximate)	225,000
3. Intelligence Publications ¹ Translations (JICPOA-ATIS etc. files)	<u>120,000</u>
Total documents	709,479

B. Translations published	484
C. Requests for translations pending	1,763
D. "A" Projects not yet translated	36

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III. Requesting Agencies:

United States Armed Forces Pacific
 South East Asia Command
 Joint Intelligence Staff
 Chemical Warfare Service
 Office of Quartermaster General
 Chief Signal Officer
 Office of Chief Engineers
 Army Map Service
 Office of Chief of Ordnance
 Office of Chief of Transportation
 Office of Surgeon General
 Army Air Force
 Army Ground Forces
 Industrial College Armed Forces
 National War College
 Naval War College
 Armed Forces Staff College
 Joint Army Navy Air Intelligence Division
 State Department
 White House Office (Special Ass't to The President)
 Publications Board
 British Joint Staff Mission
 War Office
 Admiralty
 Air Ministry
 Foreign Office (Economic Section)
 Ministry of Supply, etc.
 Canadian Army Staff
 Joint Committee Enemy Scientific and Technology
 Military Mission - Air, Naval and Military
 Military Intelligence Headquarters, Ottawa
 Intelligence Group, Intelligence Division
 Office of Naval Intelligence
 Naval Intelligence
 Naval Communications
 NOL
 BuShips
 U.S.M.C.
 COMSEVENTHFLT
 BUYYARDS & DOCKS
 BUORD
 BUMED
 ORI
 Naval Command - SSU

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Annex 2 to Appendix "A"



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Washington Document Center
Steuart Building
5th & K St., NW

Personnel Strength of Washington Document Center as of 15 September 1946

Officers	U.S. Army	Canadian Army	RAF/RN	British Army	U.S. Navy			TOTAL
	AGF				ES	CA	C4	
Linguist	10	7	6/2	6	10	0	0	76
Non-Linguist	11	0	0	0	1	0	0	12
Enlisted Men								
Linguist	23	3	0	0	0	0	0	26
Non-Linguist	28	0	0	0	4	0	0	32
Enlisted Women								
Linguist	4	0	0	0	0	0	0	4
Non-Linguist	15	0	0	0	5	0	0	20
Civilian								
Linguist	21	0	0	0	1	0	0	22
Non-Linguist	12	0	0/1	1	0	0	0	20
Linguist	58	10	6/2	3	44	0	0	123
TOTAL								
Non-Linguist	66	0	0/1	1	16	0	0	84
Aggr.	124	10	6/3	3	60	0	0	212

*AGF - Army Ground Forces
RAF - Royal Air Force
RN - Royal Navy

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Annex 3 to Appendix "A"